

BRANDON TOWN COUNCIL

Minutes of the Meeting of the Full Brandon Town Council

Held at 7.00pm on Monday 5 January 2009

In the Council Chamber, Old School House, Market Hill, Brandon.

Present: Cllr. R Silvester, Cllr. K Butcher, Cllr. G Hughes, Cllr. P Ridgwell, Cllr. A Simmons, Cllr. N Vant, Cllr. S Le Grys, Cllr. P MacLoughlin, Cllr. D Bimson, Cllr. Mrs S Jureko,
Cllr. L Jacobs.

Also present: Mrs C Mason (Town Clerk), Cllr. B Bishop, PCSO Ann Marie Murkin, Kate Jones from Connected Care, 1 member of the press, 3 members of the public.

The meeting commenced at 7.00 pm.

1. APOLOGIES FOR ABSENCE

Cllr. E Ashley, Cllr. S Edwards.

2. DECLARATIONS OF INTERESTS AND ADDITIONS TO REGISTER OF MEMBERS INTERESTS

Cllr. A Simmons declared an interest in agenda item 12: Allotment fees.

3. TO RECEIVE, CONFIRM AND SIGN MINUTES

Of the Full Brandon Town Council Meeting of Monday 1 December 2008 (Public items) [LGA 1972 Sch.12].

Resolution Record No. **BTC/93/05/Jan/09**

Proposed by Cllr. G Hughes and seconded by Cllr. K Butcher.

CARRIED: 9 for 1 abstention (due to absence).

THAT THE MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 1 DECEMBER 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

4. MATTERS ARISING for information exchange only

Of the Full Brandon Town Council Meeting of Monday 1 December 2008 (Public items) [LGA 1972 Sch.12].

Organised by the Safer Neighbourhood Team, Cllr. P Ridgwell reported he had attended the recently held street briefing at Coulson Lane, Brandon.

5. PUBLIC FORUM - monthly event limited to 3 minutes duration maximum per resident relating to public agenda items.

Resolution Record No. **BTC/94/05/Jan/09**

Proposed by Cllr. A Simmons and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT THE MEETING BE ADJOURNED FOR THE PUBLIC FORUM.

A member of the public raised issues relating to the ongoing vandalism and anti social behaviour in Coulson Lane. Copies of letters received from residents relating to this issue were circulated; the implementation of a byelaw banning the consumption of alcohol in a public place. If requested by three councillors, this matter will be brought back to the table for discussion at the next town council meeting.

6. TO RECEIVE A REPORT FROM THE POLICE

During the month of December, there have been a total of ninety crimes committed in Brandon. Theft, burglary, criminal damage, assault and affray being foremost during this period. Questions from members included the secondment of officers to other areas during busy periods in Brandon; parking on the zigzag lines at the new crossing on Thetford Road. Issues raised were noted by PCSO Murkin.

7. TO RECEIVE A REPORT FROM RAF LAKENHEATH

Heard later in the meeting.

8. TO RECEIVE REPORTS (if any) from County and /or District Councillors.

Cllr. B Bishop's report: Local Government Review : The Boundary Commission has delayed their final recommendations until the end of February. School Organisation Review: Recommendations will be put to Cabinet in February. There is a possibility Breckland Middle School will be kept as a Key Stage 3 school catering for 11-14 year olds. Bus stops: Together with two new bus stops, kerb work is to be carried out within the town. Cllr. Bishop asked that an email from Suffolk county Council be taken into account when members discussed the new zebra crossing on Thetford Road.

9. A PRESENTATION FROM CONNECTED CARE

Connected Care is community led and fully integrated health, social care and housing service. Brandon has been selected by Suffolk County Council to participate with the Government's drive to give local people and local communities more influence and power to improve their lives. If successful, the process will be rolled out over the whole of the Eastern area. Eight to twelve community members will be recruited on a paid part time basis and given training in the design and delivery of research methods specifically around working with difficult to engage groups. The Connected Care audit then assesses how individuals and the community perceive existing services and what they would like to see in the future. A specification will then be created which ensures that each community has its own bespoke range of services.

7. TO RECEIVE A REPORT FROM RAF LAKENHEATH

With no matters to report, questions were invited. Cllr. A Simmons asked whether polythene sheeting blown onto trees opposite the base could be removed. Squadron Leader Niels said this would be investigated.

The meeting was reconvened.

10. URGENT BUSINESS – any items the Chairman considers a matter of urgent business (pursuant to Section 100B (4) (16) LGA 1972).

None.

11. ACCOUNTS

11.1 Approval of payments: Public Items – December 2008. Discussion permitted upon.

11.2 Confidential Items – December 2008 (Staff Salaries/Local Gov. Pensions).

Resolution Record No. **BTC/95/05/Jan/09**

Proposed by Cllr. A Simmons and seconded by Cllr. S Le Grys.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL APPROVES AGENDA ITEMS ELEVEN ONE AND ELEVEN TWO EN-BLOC.

BRANDON TOWN COUNCIL - ACCOUNTS PUBLIC ITEMS PAYMENTS FOR AUTHORISATION

Date	Amount	Supplier	Net Total	VAT
Dec-08	382.05	Thetford Garden Centre	325.16	56.89
Dec-08	2847.03	Kester Cunningham John (OSH Lease)	2423.00	424.03
Dec-08	31.57	Travis Perkins	26.86	4.71
Dec-08	25.81	Neat Ideas (x2)	21.96	3.85
Dec-08	42.30	L & M Signs	36.00	6.30
Dec-08	27.98	Fengate Fasteners	23.81	4.17
Dec-08	614.06	Chase Timber (Lode)	522.60	91.46
Dec-08	72.94	Finevale Service Station	62.08	10.86
Dec-08	79.67	Lyreco	67.80	11.87
Dec-08	3459.20	Ray Lake Electrical (Xmas Lights)	3008.00	451.20
Dec-08	288.99	British Gas	275.23	13.76
Dec-08	394.00	Sonic Services	394.00	
Dec-08	14.00	J & D Green (Window Cleaner)	14.00	
Dec-08	162.00	P.M.Robson (Grave Digger)	162.00	
Dec-08	120.00	FHDC Rates	120.00	
TOTAL:	8,561.60		7,482.50	1,079.10

12. ALLOTMENTS FEES

Cllr. A Simmons declared an interest in this item. Prior to leaving the room, Cllr. Simmons recommended allotment fees be varied to suit the size of individual plots. The Members Book of Interests was duly signed.

Resolution Record No. **BTC/96/05/Jan/09**

Proposed by Cllr. N Vant and seconded by Cllr. P MacLoughlin.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO SET THE LEVEL OF ALLOTMENT FEES AT THIRTY POUNDS PER ANNUM FOR TWO CONSECUTIVE YEARS. (EFFECTIVE FROM FIRST APRIL 2009). FURTHERMORE, MEMBERS OF THE IMMINENT BRANDON ALLOTMENT SOCIETY SHOULD PRIMARILY ADDRESS ANY DISPUTES ARISING FROM DISCREPANCIES OF PLOT SIZES.

13. EXTERNAL AUDIT

Resolution Record No. **BTC/97/05/Jan/09**

Proposed by Cllr. G Hughes and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL FORMALLY ADOPTS THE ANNUAL RETURN FOR THE FINANCIAL YEAR ENDING 31 MARCH 2008. FURTHERMORE, MATTERS RAISED IN THE ISSUES ARISING REPORT BE NOTED AND IF NECESSARY APPROPRIATE ACTION TAKEN.

14. RESOLUTION from Cllr. N Vant. Resolution No. 136

‘That Brandon Town Council writes to SCC to request that the road width is reinstated at the zebra crossing on the Thetford Road’.

Resolution Record No. **BTC/97/05/Jan/09**

Proposed by Cllr. R Silvester and seconded by Cllr. A Simmons.

CARRIED: 10 for 1 against.

THAT THIS COUNCIL AGREES TO WRITE TO SUFFOLK COUNTY COUNCIL REQUESTING THE SAFETY ASPECT OF THE NEW ZEBRA CROSSING ON THETFORD ROAD IS RE-EXAMINED. AS A SAFETY INITIATIVE THIS HAS NOT BEEN FAVOURABLE RECEIVED WITHIN THE COMMUNITY.

15. FREEDOM OF INFORMATION ACT

Resolution Record No. **BTC/98/05/Jan/09**

Proposed by Cllr. G Hughes and seconded by Cllr. K Butcher.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL FORMALLY ADOPTS THE MODEL PUBLICATION SCHEME PREPARED AND APPROVED BY THE INFORMATION COMMISSIONER.

16. THE ORCHARD

Resolution Record No. **BTC/99/05/Jan/09**

Proposed by Cllr. G Hughes and seconded by Cllr. N Vant.

CARRIED: Unanimous.

THAT BRANDON TOWN COUNCIL AGREES TO ACCEPT THE CONDITIONS OF THE ENVIRONMENTAL STEWARDSHIP ENTRY LEVEL/ HIGHER LEVEL STEWARDSHIP AGREEMENT.

17. RESOLUTION TO AMEND FEBRUARY MEETING DATE

Resolution Record No. **BTC/100/05/Jan/09**

Proposed by Cllr. K Butcher and seconded by Cllr. S Le Grys.

CARRIED: Unanimous.

THAT THIS COUNCIL AGREES, FOR ADMINISTRATIVE PURPOSES, TO AMEND THE FEBRUARY MEETING DATE FROM MONDAY 2 FEBRUARY TO MONDAY 9 FEBRUARY 2009.

18. CLERKS MONTHLY LOG OF INSTRUCTIONS ISSUED AND ACTIONS TAKEN

Contents were noted. No matters were raised.

19. RESOLUTION TO EXCLUDE THE PUBLIC AND PRESS:

Resolution Record No. **BTC/101/05/Jan/09**

Proposed by Cllr. Mrs S Jureko and seconded by Cllr. A Simmons.

CARRIED: Unanimous.

That pursuant to the Public Bodies (Admission to Meetings) Act 1960, the Public and Press be excluded from the Meeting temporarily due to the confidential nature of the business to be discussed concerning: QUOTES: LAND: STAFF: CONTRACTS

BRANDON TOWN COUNCIL

Confidential Minutes

Of the Full Brandon Town Council Meeting

Held at 7.00pm on Monday 5 January 2009

In the Council Chamber, Old School House, Market Hill, Brandon.

THIS PAGE IS CONFIDENTIAL
ONLY THE RESOLUTIONS MAY BE DISPLAYED
AS A MATTER OF PUBLIC RECORD

20. TO RECEIVE, CONFIRM AND SIGN CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 1 December 2008.

Resolution Record No. **BTC/102/05/Jan/09**

CARRIED:

THAT THE CONFIDENTIAL MINUTES OF THE FULL BRANDON TOWN COUNCIL MEETING OF MONDAY 1 DECEMBER 2008 BE ACCEPTED AND SIGNED AS A TRUE RECORD.

21. MATTERS ARISING FROM THE CONFIDENTIAL MINUTES

Of the Full Brandon Town Council Meeting of Monday 1 December 2008.

None.

22. NEW CEMETERY

Resolution Record No. **BTC/ 103/05/Jan/09**

CARRIED:

Confidential

23. OFFICE SPACE

Resolution Record No. **BTC/104/05/Jan/09**

CARRIED:

THAT BRANDON TOWN COUNCIL AGREES THAT BARKER STOREY MATTHEWS BE INVITED TO MARKET THE LETTING OF THE GROUND AND FIRST FLOOR OFFICES.

The meeting ended at 8.50 pm